



Requirements for the Standard Professional Mild/Moderate Disabilities Special Education Certificate – Grade K-12

Certificate Information:

This Certificate authorizes the holder to teach in a mild/moderate disabilities classroom in grade K-12 as documented by student needs in the individualized education program and the following categories, including autism, mild/moderate intellectual disabilities, traumatic brain injury, emotional disability, specific learning disability, orthopedic impairments, developmental delay and/or other health impairments. Approved areas and endorsements may be added to this certificate. This certificate is valid for 12 years and is renewable.

Administrative Requirement Checklist:

In order for our office to complete a Substantive review the following Administrative requirements must be submitted as described, if not, the processing of your application could be delayed. Application fees are non-refundable.

- Application & Fee:** Complete the [Application for Certification](#) and submit the appropriate fee.
- IVP Fingerprint Card:** Submit a photocopy of your valid [Arizona Department of Public Safety](#) Identity Verified Prints (IVP) fingerprint card, (not the paper copy of your prints), with your application.
- Official Transcripts:** Request that university/college submit official transcripts documenting a Bachelor's degree or more advanced degree directly to certification@azed.gov, or by mail to Arizona Department of Education – Certification Unit, P.O. Box 6490, Phoenix, AZ 85005.
- Foreign Transcripts:** Request a course-by-course evaluation completed by an approved [Foreign Credential Evaluation Agency](#) to identify the equivalent degree in the United States, and submit them directly to certification@azed.gov.
 - *Note:* Transcripts submitted by the applicant via the online portal or by email are not considered official.

--One of the following--

- Exams:** Copy of your passing AEPA/NEA exam results or appropriate documentation that you qualify for an exam waiver. (See Exam Requirements). If you are using teaching experience, please have your HR complete the [Verification of PreK-12 Teaching Experience](#) form and submitted by the HR Department to certification@azed.gov.

--OR--

- Out-of-State Certificate/License:** Submit a photocopy of your out-of-state certificate/license with your application.

Substantive Requirement – Coursework

Options A, B, or C

Option A: Teacher Preparation Program:

- Completion of a teacher preparation program in mild/moderate disabilities special education from a Board-approved educator preparation program or from an accredited institution offering substantially similar training, addressing the topics listed below and any others as required by law: Research-based systematic phonics; Research-based instructional strategies for delivering differentiated reading instruction, assessment, intervention and remediation to support readers of varying ages and ability levels, including students with dyslexia; Instructional design and lesson planning, including specially designed instruction; The learning environment, including classroom and behavioral management; Instructional delivery, facilitation and methodologies; Legal aspects of special education, including individualized education programs and transition planning; Effective collaboration and communication practices, including modifications and accommodations; Research-based instruction in math; Research-based instruction in English language arts; Assessment and eligibility, including



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monitoring and reporting requirements; Language development and disorders; Professional responsibility and ethical conduct; Twelve weeks of capstone experience as described in R7-2- 604 in mild/moderate special education in grades kindergarten through twelve, which may be completed during the valid period of a teaching intern certificate

- *Required Documentation:* Official transcripts or an Arizona Institutional Recommendation (IR) documenting completion of the teacher preparation program.
- Completion of the United States and Arizona Constitution coursework from an accredited institution or the Constitution of the United States and Arizona exam, AZ033. (This is an allowable 3-year deficiency. *)
 - *Required Documentation:* Official transcripts or an Arizona Institutional Recommendation (IR) documenting completion of the teacher preparation program.

Option B: Teaching Experience and Coursework/Training. Both B-1 & B-2 are required.

- **B-1 - Teaching Experience:** Two (2) years of full-time teaching experience mild/moderate disabilities special education grade K-12.
 - *Required Documentation:* A [Verification of Teaching Experience](#) form, completed and signed by the school Superintendent or Personnel/HR director, verifying completion of the required teaching experience.

-AND-

- **B-2 - Coursework:** Completion of Board approved or accredited coursework or trainings which teach the knowledge and skills described in Arizona Administrative Code R7-2-602 and address the following topics:
 - Research-based systematic phonics;
 - Research-based instructional strategies for delivering differentiated reading instruction, assessment, intervention, and remediation to support readers of varying ages and ability levels, including students with dyslexia;
 - Instructional design and lesson planning, including specially designed instruction;
 - The learning environment, including classroom and behavioral management;
 - Instructional delivery, facilitation, and methodologies;
 - Legal aspects of special education, including individualized education programs and transition planning;
 - Effective collaboration and communication practices, including modifications and accommodations;
 - Research-based instruction in math;
 - Research-based instruction in English language arts;
 - Assessment and eligibility, including monitoring and reporting requirements;
 - Language development and disorders;
 - Professional responsibility and ethical conduct;
 - *Required Documentation:* Official transcripts submitted to certification@azed.gov by your university/college.
 - Completion of the United States and Arizona Constitution coursework from an accredited institution OR the Constitution of the United States and Arizona exam, AZ033. (This is an allowable 3-year deficiency. *)
 - *Required Documentation:* Official transcripts submitted to Certification@azed.gov by your institution or a photocopy of the official NES/AEPA score report.

Option C: Out-of-State Certification.

- The applicant holds a valid, comparable Mild/Moderate Disabilities Special Education teaching certificate from another state and is in good standing with that other state. Applicants who qualify under this option are not required to meet the exam requirements listed under exam requirements.



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- *Required Documentation:* A photocopy of the valid, comparable teaching certificate from another state.
- Completion of the United States and Arizona Constitution coursework from an accredited institution or the Constitution of the United States and Arizona exam, AZ033. (This is an allowable 3-year deficiency. *)
 - *Required Documentation:* Official transcripts submitted to Certification@azed.gov from your institution or a photocopy of the official NES or AEPA score report

***Allowable Deficiencies:**

- If you otherwise qualify but are deficient in the **Phonics, Dyslexia, and/or Ethics** requirements, you have three years from the issuance of the certificate to fulfill these requirements. If you are unable to fulfill one or more of these requirements within the allowable timeframe, the certificate will be placed on a non-disciplinary suspension until the deficiency is corrected.
- If you otherwise qualify but are deficient in the **United States and/or Arizona Constitution** requirements you have 1 or 3 years from the issuance of the certificate to fulfill these requirements. If you are unable to fulfill one or more of these requirements within the allowable timeframe, the certificate will be placed on a non-disciplinary suspension until the deficiency is corrected.

Substantive Requirements – Exams:

Professional Knowledge Exam Requirement. One of the following (Option A, B, C, or D):

- **Option A - NES/AEPA:** A passing score on the AEPA/NES Special Education (NT 601) exam.
 - *Required Documentation:* A photocopy of the official AEPA or NES score report.
- **Option B - Out of State Exam:** Passing score on a substantially similar professional knowledge exam from another state.
 - *Required Documentation:* Submit an official score report and have reporting state complete and submit [Verification of Out of State Exams](#). (If you took a Praxis exam, request that your scores be reported to the state of Arizona 8517, in place of the Verification of Out of State Exam form.)
- **Option C - NBPTS:** A valid comparable certificate from the National Board for Professional Teaching Standards (NBPTS).
 - *Required Documentation:* A photocopy of the NBPTS certificate.
- **Option D - Teaching Experience:** Three years of full-time teaching experience in any state, including Arizona, in mild/moderate disabilities special education grades K-12. Experience teaching in a foreign school or substitute experience does not meet this requirement.
 - *Required Documentation:* A [Verification of Teaching Experience](#) form, completed, signed, and submitted by the District Superintendent or Personnel/HR Director, to certification@azed.gov, verifying the required teaching experience.

Pursuant to section 41-1093.01, Arizona Revised Statutes, an agency shall limit all occupational regulations to regulations that are demonstrated to be necessary to specifically fulfill a public health, safety, or welfare concern. Pursuant to sections 41-1093.02 and 41-1093.03, Arizona Revised Statutes, you have the right to petition this agency to repeal or modify the occupational regulation or bring an action in a court of general jurisdiction to challenge the occupational regulation and to ensure compliance with section 41-1093.01, Arizona Revised Statutes